



MINUTES OF PLANNING BOARD MEETING

Monday, June 4, 2018

WINDSOR TOWN OFFICE

Note: These minutes may not be considered an official public record until such time as they are read and accepted by the Planning Board Members.

Members present: Carol Chavarie, Scott Farwell, Tom Squiers, Jerry Nault and Bill Appel

Members Absent: Carolyn Perry

Others present: Town Manager Theresa Haskell, John Farnsworth

Call to Order

The meeting was called to order at 7:02 p.m., by Chairperson Carol Chavarie.

Previous Meeting Minutes, Consideration & Action

Jerry Nault moved that the minutes from the May 7, 2018 Planning Board meeting be accepted as written. Bill Appel seconded, all approved, 5-0.

Public Comment—none

New Business— Resident John Farnsworth appeared before the Planning Board. He would like to build a garage on his property but due to site conditions part of the garage will have to be within the 20 foot property line setback. He is seeking a variance from the setback requirement. The Windsor Building Code Section V.C requires a 20 foot setback from any adjoining property lines for all structures. Mr. Farnsworth has permission from the abutting property owner to build within the setback. However the Planning Board does not review variance requests, which is a function of the Board of Appeals. The Planning Board advised Mr. Farnsworth that he had to request an appeal of a denied building permit to the Board of Appeals in order to seek a variance. Town Manager Theresa Haskell will notify the Code Enforcement Officer about what needs to be done.

--At 7:20 Planning Board Chair Carol Chavarie had to leave for a call and Bill Appel took over as interim Chair.

Unfinished/Old Business—

E911 Ordinance—Regarding proposed changes to Windsor's E911 Ordinance, Scott Farwell had researched and provided examples of other Town's ordinances, and Scott and Jerry Nault had provided some draft language for changes to Windsor's current ordinance. The Board and Theresa discussed the draft language and suggested some additional changes. Jerry agreed to incorporate those suggested changes and provide a new draft at the next Planning Board meeting.

Planning Board Materials Organization—Jerry reported that the Planning Board file organization project has been completed.

Adjournment

The meeting was adjourned at 7:55 p.m.

The next Planning Board meeting is scheduled for Monday, August 6, 2018, at 7:00 pm.

Respectfully Submitted,
Scott Farwell, Secretary